



BOARD OF GOVERNORS  
OF THE  
**FEDERAL RESERVE SYSTEM**  
WASHINGTON, D. C. 20551

DIVISION OF MONETARY AFFAIRS

July 31, 2019

MuckRock News  
c/o Emma Best  
DEPT MR 73660  
411A Highland Avenue  
Somerville, MA 02144-2516

Dear Ms. Best:

This letter is in response to your Freedom of Information Act ("FOIA") request dated May 21, 2019. Pursuant to the FOIA, 5 U.S.C. § 552, you requested:

Documents generated as part of the creation of the FOIA office (defined as whatever department, office, or coordinator is responsible for overseeing and/or processing FOIA requests), whether this was at the time of the agency's creation or the passage of the Freedom of Information Act, to include:

1. The instruction to do so from the Agency, as well as any guidance from the senior leadership
2. Documents discussing proposals and procedures
3. Any legal guidance or analysis produced or acquired by the Agency in response to or as part of the creation of the FOIA office
4. Internal documents from the press office, legislative liaison's office (or equivalent), general counsel's office (or equivalent), director's office (or equivalent) or the newly created FOIA office, reacting to or characterizing the office and its creation

- \* A copy of the agency's first perfected (successful) FOIA request
- \* Copies of other FOIA requests filed before the FOIA request described above
- \* Processing notes, search slips and response documents regarding the FOIA requests described above
- \* The first set of guidelines, instructions and/or forms created to control the agency's processing of FOIA requests
- \* A copy of the agency's first successful FOIA appeal
- \* Copies of other FOIA appeals received by the agency before the appeal described above
- \* Processing notes, search slips and response documents regarding the FOIA appeals described above
- \* The first set of guidelines, instructions and/or forms created to control the agency's processing of FOIA appeals

Staff members are processing your request. We will endeavor to complete the processing of your FOIA request on or before August 30, 2019, and will in any case provide you with an update on the status of your request no later than that date.

If you have any questions, you may contact the FOMC FOIA Public Liaison at (202) 973-7400.<sup>1</sup>

Sincerely,

[Signed]

Dana L. Burnett  
Manager  
FOMC FOIA Service Center

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<sup>1</sup> You may contact the Office of Government Information Services (OGIS) at the National Archives and Records Administration to inquire about the FOIA mediation services they offer. The contact information for OGIS is as follows: Office of Government Information Services, National Archives and Records Administration, 8601 Adelphi Road-OGIS, College Park, MD 20740-6001; e-mail at [ogis@nara.gov](mailto:ogis@nara.gov); telephone at 202-741-5770 or toll free at 1-877-684-6448; or facsimile at 202-741-5769.